

The action tracker is for noting or brief updates only. Further in-depth discussion and/or decisions to take place under the appropriate agenda item. New actions are always added to the list and items will be taken off once completion is reported OR as Council directs.

## Key to initials:

Cllr C Kennedy	CK	Cllr S Medway	SM	Cllr M Snowling	MS	Cllr J Isaac	Jl
Cllr J Bushrod	JB	Cllr J McGuinness	JM	Cllr P Brooks	PB		

Minute	Action/Decision	Owner	Date Raised	Date Completed
<b>14/12 9</b> <b>11/01 9</b>	Horses in the Harbour, Andy Brigden hopeful that a new By-Law will be introduced through the new Harbour Order	Clerk	12/09/16	Monitor
<b>08/02/16 5</b>	SWW Clerk to contact and report sewerage smells. Contacted 04/03/16. Ref. 3398431 Pumping Station to be adopted later in 2016. Tank at Tredis View cleaned but smell persists. Meeting with Richard Miles from SWW on 27/04/16, will send his report through and authorise cameras to try and sort out the problem. Acoustic Doppler used. 23/09/16, Nothing found so far, SWW are going to revisit and investigate the rising main, with road closures to be set in place, after which the report will be produced. WEF 01/10/16 the Holding Tank in Tredis View will become the responsibility of SWW.	Clerk	08/02/16	Monitor
<b>09/05/16 5</b> <b>10/10/16 14</b>	Clerk to contact Countryside Access Team re Footpath No 5. Email from Sophie Hunkin. Agenda Item 12/09. 13/10, emailed Sophie Hunkin re funding and putting up warning signs in the interim.	Clerk	09/05/16 10/10/16	Monitor
<b>11/07/16 6</b>	Clerk to contact Highways re SpeedVisor at Sheviock. Reply circulated 19/07 Results requested. Results received and circulated.	Clerk	11/07/16	Closed
<b>12/09/16 6</b> <b>10/10/16 9</b>	Siting of a Convex Mirror at north end of West Lane with Junction of B3247. Clerk to Contact Highways. Emailed 23/09/16 Reply received from Adrian Drake and circulated. Use of plain/flat mirror, reply from Adrian Drake circulated	Clerk	12/09/16 10/10/16	Closed
<b>12/09/16</b> <b>10/10/16 9</b>	Donkey Lane. Cleaning of lane and cutting of hedgerows to be chased up. Emailed CORY 23/09/16 CORY to revisit and clean, hedges reported to CORMAC 23/09/16 Reported middle of Donkey Lane, CORY dealing with. Hedgerow cutting reported to CORMAC.	Clerk	12/09/16 10/10/16	Ongoing
<b>12/09/16 12</b>	Repair of Parish Seats. Clerk to obtain three quotes for work Invitation to sent to four Contractors. Deadline for applications 07/12/16 @ 12noon	Clerk	12/09/16	Ongoing

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**On Going Projects**

<b>SPC 2016</b>	<b>Neighbourhood Watch</b>	<b>CK</b>		<b>On going</b>
<b>SPC 2013</b>	<b>Car Park</b> – To monitor condition of car park and report to Clerk.	<b>CK</b>	Quarterly	<b>On going</b>
<b>SPC 2013</b>	<b>PSE, Life Belts</b> – To check safety equipment at harbour and beach and report to Clerk. Weekly, 15/3 to 31/3, then Monthly 01/11 to 14/03	<b>JB</b>	Monthly	<b>On going</b>
<b>SPC 2015</b>	<b>Play Equipment at Open Space</b> –To check play equipment for wear and tear and report to Clerk.	<b>MS</b>	Weekly	<b>On going</b>
<b>SPC 2013</b>	<b>Footpaths</b> – To inspect footpaths and report any necessary maintenance to Clerk	<b>CK</b>	Annually	<b>On going</b>
<b>Parish Surgery</b>	<b>May 7<sup>th</sup>, The Community Shop, Crafhole - MS and JI</b>			
	<b>July 9<sup>th</sup>, St Mary’s Church, Sheviock – CK and JB</b>			
	<b>September 10<sup>th</sup>, Whitsand Bay Hotel, Portwrinkle – SM and MS</b>			
	<b>November 12<sup>th</sup>, The Community Shop, Crafhole – CK and JI</b>			
	<b>January 2017, St Mary's Church Sheviock, - JB and JM</b>			
	<b>March 2017, Whitsand Bay View Hotel, Portwrinkle – CK and PB</b>			